SBP 301 Course Schedule At-A-Glance											
Time	Day 1	Time	Day 2	Time	Day 3	Time	Day 4				
	Welcome and Blackboard Administrative Time	AM	2.3 (cont'd.)	AM	Activity 3.1, Part B: Understanding Your Organizational Chain	AM	Activity 4.1: Resourcing Your Office				
	1.1: A Day in the Life of a Small Business Senior Leader: Introduction Activity 1.1: A Day in the Life of a Small Business Senior Leader						Break				
	Activity 1.1: Debrief and Reflection				Break		Activity 4.1 (cont'd.)				
	Break		Break		3.2: Creating a Mission Statement: Focusing on the How, Activity 3.2: Creating a Mission Statement						
AM	Course Introduction: Leadership Video and Student Introductions		2.4: Creating a Vision, Activity 2.4: Creating a		3.3: Small Business Office Self-Assessment: Introduction, Activity 3.3: Small Business Office Self- Assessment		4.2; Managing Your Office: Introduction				
			Vision Statement		Break		Break				
	Course Overview and DAU Classroom Brief		Break		Activity 3.3: Conclusion and Debrief		Activity 4.2: Managing Your Office				
	Lesson 2 Introduction: What's Different About Your Role as a Small Business Senior Leader? 2.1: What's Different in Senior Leadership Positions?		2.4 (cont'd.) and Lesson 2 Summary				4.3: Monitoring Progress: Introduction				
	Activity 2.1: Brainstorming Lunch		Lunch		Lunch		Lunch				
	2.1 (cont'd.)	PM	Lesson 3 Lesson 3 Lesson 3 Introduction: Understand Your Organization and the Small Business Program	PM	3.4: Crafting and Presenting Your Mission Brief, Activity 3.4: Crafting and Presenting Your Mission Brief	PM	Activity 4.3: Monitoring Progress				
	Break		3.1: Understanding Your Functional Area and Organizational Chain		Break						
	2.2: The Big Picture: How You Fit into Your Organization, Activity 2.2: Organizational Chart Review		Break		Activity 3.4: Conclusion and Debrief		Break				
PM			Activity 3.1, Part A: Understanding Your Functional Area		Lesson 3 Summary		Activity 4.3 (cont'd.)				
					Lesson 4						
	2000				Lesson 4 Introduction: Managing and Running Your Small Business Office						
	2.3: Leadership Toolkit Presentations, Activity 2.3: Toolkit Presentations				4.1: Resourcing Your Office: Introduction		4.4: Managing Professional Relationships: Introduction				

SBP 301 Course Schedule At-A-Glance										
Time	Day 5	Time	Day 6	Time	Day 7	Time	Day 8			
	Augustan & de Politationalida	AM	5.2: Developing and Delivering Your Presentation: Introduction and Instructions	AM	Lesson 6	АМ	7.2: Senior Leader Role-Plays			
	Activity 4.4: Relationship Techniques				Lesson 6 Introduction: Small Business Authorities		Activity 7.2: Introduction and Scenario 1			
	Break		Activity 5.2, Part A: Developing Your Presentation		Changes to Authorities					
	Activity 4.4 (cont'd.)				Activity 6.1: Reviewing and Implementing Small Business Regulatory Changes					
					Break					
			Break		Activity 6.1, Part A		Break			
AM	4.5: Creating Your Strategic Plan: Introduction		Activity 5.2, Part A (cont'd.)				Activity 7.2: Scenarios 2 and 3			
	Break				Activity 6.1, Part B		Break			
	Activity 4.5: Creating Your Strategic Plan				Activity 6.1 Key Learning Points and Lesson 6 Summary		Activity 7.2 Debrief, Lesson 7 Summary			
					Break		Lesson 8			
			Break		Lesson 7		Lesson 8 Introduction: Hot Topi and Review			
			Activity 5.2, Part B: Delivering Your Presentations		Lesson 7 Introduction: Advising Key Stakeholders and Decision Makers		Activity 8.1: Hot Topics Panel			
					7.1: Congressional Inquiries					
	Lunch		Lunch		Lunch		Lunch			
	Activity 4.5 (cont'd.) and Lesson 4 Summary	PIM	Activity 5.2, Part B (cont'd.)	РМ	Activity 7.1, Part A	PM	Activity 8.1: Hot Topics Panel (cont'd.)			
	Lesson S									
	Lesson 5 Introduction:									
	Promoting Small Business				Break					
PM	5.1: Develop Your Communication Plan				Activity 7.1, Part B					
	Break		Break							
	Activity 5.1: Communication Plan		Activity 5.2 Debrief and Lesson 5 Summary		Activity 7.1: Report Out and Debrief		Course Summary			
	Activity 5.1: Debrief and Key Learning Points									